C-O-N-F-I-D-E-N-T-I-A-L

T/I/M-29
5 October 1965

U N I T E D   S T A T E S   I N T E L L I G E N C E   B O A R D

COMMITTEE ON DOCUMENTATION

TASK TEAM I - CONTENT CONTROL

Minutes of the Twenty-Ninth Meeting, 24 September 1965

Members or Their Representatives Present

25X1

NSA	-
CIA	-
DIA	-
STATE	-
CSS	-

Others Present

None

1. Members reported manhours expended in preparation for the last two meetings.

2. Mr. Toler distributed a final draft of the Subject/Modifier structure responding to changes recommended at the last meeting. The form was redesigned, dropping the modifier column and incorporating the codings presented at the last meeting.

3. The team reviewed the changes made, noted a few additions and changes. This draft as amended was considered acceptable except for possible changes to the Communication and Detection section which Dr. Armstrong will provide in the near future.

25X1

4. [   ] distributed his working paper on the findings of the team in identifying major publishers of intelligence items and the primary distribution points through which these items flow (Task A of the

Group 1
Excluded from automatic
downgrading and
declassification.

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Terms of Reference) and also a review of existing subject codes with special emphasis on those used by analysts to express their intelligence needs (Task B). In view of the limited time remaining no review of this paper was initiated at this meeting.

25X1   5. [   ] reported that he had received the results of an excellent review of the area structure by the State Department Geographer. These comments have, for the most part, been incorporated in the final draft of the area structure.

6. Mr. Whipp discussed briefly his plan for an index of terms used in the Subject/Modifier structure on 3 x 5 cards.

7. The next meeting of the team will be held 4 October 1965 at 0930-1600 hours in Room 2E45 at CIA Headquarters.

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Secretary

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